Annual Report 1995

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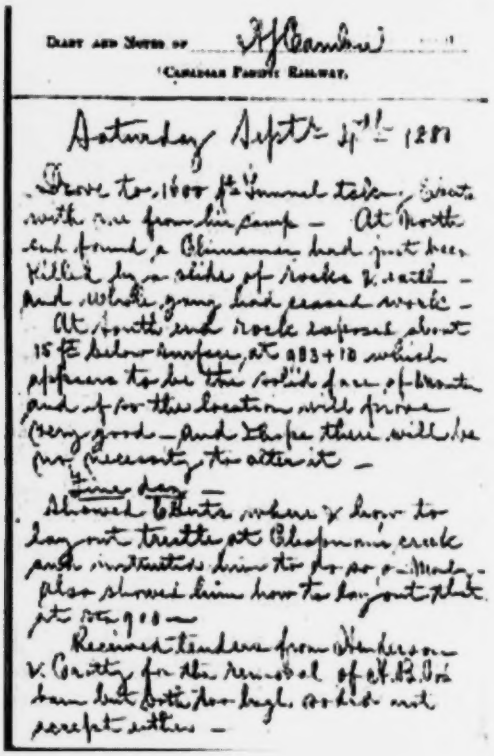
Images

Aerial View of Second Narrows Bridge
April 3, 1972,
by Commercial Illustrators Ltd.
Donated by Leslie Blackie.
CVA 1195 (#10176/C4280)



Diary and Notes of H.J. Cambie
Canadian Pacific Railway.

Saturday Sept 4th 1880

Drove to 1600 ft Tunnel taking Eberts with me from his camp - At North end found a Chinaman had just been killed by a slide of rocks & earth - and whole gang had ceased work -

At South end rock exposed about 15 ft below surface, at 983+10 which appears to be the solid face of Mountain and if so the location will prove very good - and hope there will be no necessity to alter it -

Fine Day -
Showed Eberts where & how to lay out trestle at Chapman's creek and instructed him to do so on Monday - also showed him how to lay out that at stn. 908 -

Received tenders from Henderson & Grotty for the removal of H.B. Co's barn but both too high so did not accept either -

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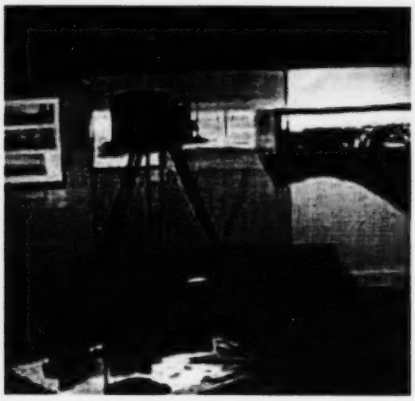
Excerpt from the field book, diary and notes of H.J. Cambie, Engineer and Surveyor, Contract 60, Yale, B.C., April 1880 to April 1881. Add. MSS 1238, location 618-C-4, file 5, Saturday, Sept. 4, 1880. Donated by Robert Ross.

Canadian Pacific Railway, Pier D, ca.1
Donated by Valerie Traff.
CVA 1235-3

National Drug and Chemical Company Ltd. (NA-DRU-CO) laboratory.
796 Beatty Street, ca. 1914.
Donated by Kenneth C. Waite.
CVA 1243-7

Frederick Iggulden standing among a road building crew, South Vancouver (possibly Westminster Road, now Kingsway), ca. 1911.
Donated by Georgene De Silva.
CVA 1251-1.



In addition to the Cirkut prints on dis
Panoramic Photography of W.J. Moor
featured a No. 8 Cirkut Outfit lent by
of Wheaton, Illinois. Abbott and Tincc
Photographic Service Ltd. sponsored t
costs for the camera.

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Highlights

This is the 18th report published to document the wide scope of activities and responsibilities of the Ar
Records Service, a division of the City Clerk's Department.

1995 proved to be a challenging year for the Archives, with major initiatives underway in both the histo
records and the records management program. New computer programs were implemented to build dat
records. Slowly we will be expanding this area of operation to better serve our clientele in a more time
Improving customer service is also the corporate objective for all civic departments and we will be part
striving to make the appropriate changes.

In keeping with increasing community involvement, we were fortunate in obtaining some sponsorship fo
Moore panoramic exhibit. The Cirkut camera on loan was sponsored by Mr. & Mrs. Tincombe from Abbot
Photographic Services, and our exhibit announcement was donated by Norman Sawers of the Sylvia Hot

Our staff are the key to achieving success in an increasingly demanding world. During the past year the
demonstrated a vigorous innovative approach to the need for organizational and operational change. W
them for their dedication and willingness to cooperate effectively.

Volunteers have also made an invaluable contribution in all aspects of the work in preserving the histori
well as providing public access. We sincerely appreciated their efforts. The generosity of Vancouver's ci
evident and their donations continue to be a significant factor in our acquisitions for future generations

We are grateful to the Canadian Council of Archives for two grants. One has enabled us to redescribe ou
records in order to create a data base, and the second allowed us to microfilm our entire collection of p
cartoons, thus reducing handling and giving easier access. This contribution by the Department of Canac

and the National Archives will enhance Canadian record keeping.

M. Kinsella
City Clerk

Sue Baptie
City Archivist

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Organization and staff

The complement for 1995 stood at nine full-time, three part-time and one temporary position.

City Archivist	Susan Baptie
Archivists	Ann Carroll Carol Haber Angela Schiwy (Jan.-Apr. on leave) Dolores Signori (Jan.-Apr.)
Records Administrator	John Chang
Records Clerk	Dierdre Bradshaw Susan Burns (part time)
Conservator	Susan Bigelow (Apr.-Sept. on leave)
Office Assistant	Janette MacDougall
Secretary	Pauline Chang
Desk Attendant	Elaine Burton (part-time) Donna MacKinnon (part-time)
Temporary on grants	Jian Liu Heather MacNeil

Staff changes included the continuation of Angela Schiwy's leave until the end of April, with Dolores Sig replacement. During the summer, Sian Madsen completed her internship program under the auspices of of B.C. SLAIS.

Susan Baptie attended the Kingswood Management training program, and took part during the year as a Committee member of the City Clerk's Customer Service Process Improvement project. As a member of Archives of Canada Advisory Board, she attended the final meeting of that group in Ottawa. In February attended the B.C. Heritage Council meeting and Interchange '95, the provincial umbrella group for herit organization. This was followed by a further meeting of the Council in June at Cranbrook held in conjun Heritage Society of British Columbia.

Susan Bigelow, Ann Carroll, Carol Haber and Angela Schiwy attended various City-sponsored computer c "Photography and the Law" lecture was attended by Carol Haber. A workshop, "Managing Electronic Rec by UBC SLAIS continuing education was attended by Ann Carroll. She also took part in the annual confer Archives Association of B.C. and the City Clerk's visioning conference. Angela Schiwy audited the UBC SL course, " Electronic Records Management".

Susan Bigelow and Ann Carroll attended a Web page site workshop and as a result the Archives' Web pag Internet was created.

Heather MacNeil began working on the public records descriptive standardization project in preparation automation in the Archives. This project has been funded by a grant received through the Canadian Arc

Volunteers

Twelve volunteers gave freely of their time and expertise over the year. Our long-term volunteers Netta Birney, Margaret Bodo and Georgina Harris carried on with cataloguing and photo indexing assignments. volunteers doing a variety of jobs from data entry to conservation included Cheryl Brown, Belinda Firem Lacabanne, Noni Mildenberger, Evelyn Peters, Paula Sawadsky, Barbara Towell and Jana Tyner. Heather our student conservation intern from Queen's University.

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Statistics

	1995	1994	%
Researchers	3,729	3,615	+3
Documents Retrievals	14,825	14,252	+4
Department Requests (Records Centre)	3,704	3,830	-3
Telephone	7,108	6,772	+6
Telephone (requiring archival research)	1,655	1,608	+3
Mail Research	88	61	+44

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Friends of the Vancouver City Archives

President	Frederick Thirkell
Vice-President	William Lane
Secretary	Patricia McGeer
Treasurer	Sheridee Lee
Members at Large	Rosalind Addison Janet Bingham Elizabeth O'Kiely Bruce Macdonald Joan Stekl David Tupper

The Archives Advisory Committee formally launched the Friends of the Vancouver City Archives Society 1993. The society was founded to promote and publicize the work, collections and central role of the A heritage of the city, as well as to receive gifts, endowments and bequests.

The Annual General Meeting was held on March 29. Plans were launched for a casino night and other fur ventures. Members viewed the W. J. Moore panorama exhibit at the Museum.

The October 24 gathering featured Frederick Thirkell, aided by Bob Scullion, who gave a presentation o Vancouver postcards.

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Archives Advisory Committee

Members 1995:
Elizabeth O'Kiely (Chair)
Robert Henry
Dr. Tina Loo
Dr. Robert McDonald
Norman Young
Dr. W. Kaye Lamb (Hon.)

Authorized by City Council to assist on matters such as acquisitions, donations, revenue projects, educa public relations and physical plant. The Committee met twice during the year. Drs. Loo and McDonald a Executive of the Friends of the Archives to discuss implications of fundraising projects.

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Special visitors

Special visitors to City Archives included Dr. Lai Van Toan, Director of the Institute of Social Science Inf National Center for Social Sciences & Humanities of Vietnam. He was accompanied by Robert Roy, Publi Coordinator, BCIT. This was followed by a tour in November by three staff librarians also from Hanoi.

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Financial Statement

FINANCIAL REPORT

Operating Budget

Archives :	**Expenditures:**	**Revenues:**
Salaries	$ 391,724	
Supplies and Services	52,740	
Building Maintenance	98,415	
Recoveries - Sale of photographs, photocopies, publications and tax searches		23,410
Records Service		
Salaries	107,035	
Supplies and Services	8,566	
New and Non-recurring	23,932	
TOTAL NET EXPENDITURE	**$677,578**	
Grants		
Dept. of Canadian Heritage and National Archives of Canada		9,276
Canadian Council of Archives - Conservation		754
TOTAL GRANTS		**16,140**
Endowment Funds		
Major Mathews Memorial Fund		
Donations		$ 2,725
Interest		3,557
Schwesinger Legacy - Interest		6,700

SPECIAL FUNDS TOTAL	**$12,982**

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Historical Records

Public records

Records scheduled through the records management program included the following:

	Transferred & Appraised (m)	Retained & Described(m)
City Clerk's	25.50	23.24
Engineering	0.65	0.65
Engineering (photographs)	3.71	
Finance	18.40	6.00
Fire	1.20	0.52
Health	14.19	2.67
Housing & Properties	5.93	4.59
Human Resources	2.66	0.65
Mayor's Office	5.00	2.00
Park Board	0.65	0.33
Planning	5.72	2.46
Social Planning	0.31	0.25

Accessions of significance

- Planning Department, Vancouver aerial survey photographs, 1950-1989.
- Economic Development Office records documenting Vancouver economic activities during the 19
- Engineering Department photographs, 1957-1988.
- False Creek Development Group, Housing & Properties Department records, 1971-1982.
- Canadian Pacific Railway, Pier D, ca. 1915. Donated by Valerie Traff. CVA 1235-3.

Manuscipts and acquisitions

In 1995, 32 acquisitions or donations were received. Acquisitions of significance included the following:

- H. J. Cambie letters, diaries, fieldbooks re surveying in B.C. 1870s and construction of CPR. Also records of pioneer Tatlow and Cornwall families, 1757-1971, donated by Robert Ross.
- Malcolm F. Crane, 1946-1993, personal and organizational papers of Vancouver Gay Pride Society Weese.
- A History of John Leckie, His Family and His Company, compiled and presented by W. Merrill Lecl
- Commercial Illustrators' photographic collection, 1970-1993 - c.90,000 images donated by Les Bla
- CPR Pier "D" blueprints, 1913-1914, and photographs presented by Valerie Traff.
- Publication, A Dedicated Team, Klohn Leonoff Consulting Engineers, 1951-1991, presented by aut Leonoff.
- Publication, First in the Field, the Pioneer Years Garden, Hermon & Burwell, civic engineers and in the province of B.C., 1890-1920, donated by author H. B. Cotton.

Photograph Collection

The Archives accessioned 17 photographic collections for a total of 90,191 images. This includes the sec donation of Commercial Illustrators Ltd. photographic fonds of c.90,000 negatives, 1970-1993.

Orders placed by the public numbered 354 for a total of 1,049 prints. The collection was used for 22 edi

copy projects.

An acetate conservation survey was conducted by conservation intern, Heather Tudhope, on four negati

Public documents

420 City pamphlets, reports and other publications were added to our holdings and described in the dat

Pamphlet collection

184 historical pamphlets were catalogued and added to our varied collection of pamphlets and epheme

Microfilm

The following items were microfilmd in 1995:

- Council minutes (updates)
- Finance Department budget files

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Conservation

In 1995, special conservation projects included:

- the W. J. Moore panorama exhibit at the Vancouver Museum which included a display discussing conservation needs of the nitrate Cirkut negatives;
- completion of the W. J. Moore panorama interpositives project;
- a major survey of the acetate negative collections of the Archives was undertaken in the summe the extent of degradation;
- continuation (to 75% completion) of the architectural plans humidification and flattening project
- organization of an emergency preparation workshop and earthquake simulation.

Statistics

Architectural plans 1,780
Art on paper 18
Paintings 2
Books 31
Photographs 14
Pamphlets 1
Documents 103
Maps 3
Textiles 26
Negatives tested in lab 17
Works matted 15
Works unframed 10
Telephone inquiries 52
Written inquiries 4
In-person inquiries 2
Tours 2

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The Panoramic Photography of W.J. Moore 1913-1939

Archivist Carol Haber and Conservator Susan Bigelow, curated and organized an exhibit of 51 black and and modern panorama photographs by W. J. Moore. These unique historical views of Greater Vancouver at the Vancouver Museum. The exhibit opened on March 3, 1995 and will be on display until the spring c

The exhibit was the result of a four year project undertaken by the Archives through the Province of Bri Archives Assistance Program to preserve the W. J. Moore collection of nearly 400 Cirkut negatives.

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Activities

Assistance to institutions

Professional assistance was given to Langara Library Technicians program, Admiral Seymour Elementary Mountain Care and Housing Society, Vancouver Symphony Orchestra, Bowen Island Historical Society, Va Gallery, Mt. Pleasant Community Centre, Jewish Historical Society, Diocese of Nelson, Lady Vancouver (Trust Company, Civic Cemetery Society, Community Arts Council, Greenpeace Foundation and Vancouve

Loans

- Series of architectural drawings of Vancouver buildings to the Canadian Centre for Architecture i
- War bond posters to the Delta Museum.
- War bond posters to North Vancouver Museum and Archives.
- Pamphlets to West Vancouver Museum.
- Colour negative to B.C. Sports Hall of Fame.
- CPR timetable to Vancouver Museum, as well as World War II newspaper headlines for copy purpc
- Water report, 1922, to Engineering Department.
- Photographs to Park Board.
- Heritage photographs to Health Department for display at Chinese Cultural Centre.

Conferences

Susan Bigelow attended the International Institute for Conservation - Canadian group conference in Calg elected Western Regional Councillor, part of the Executive Board, and gave a paper to the Archives Ass British Columbia.

Grants

- Canadian Council of Archives redescription project for the public records: $9,276
- Canadian Council of Archives preservation grant for the microfilming of the cartoon collection: $

Tours and/or classes

Tours and/or classes were given to students in the Langara Library Technicians Program, SFU family hist Pt. Grey Branch librarians, UBC first year Master of Archival Studies students, two classes of historical g students from SFU, gender history students from SFU, graduate Canadian history students from UBC, an students from Native Education Center.

Special events and public relations

Susan Baptie gave a lecture on the Great Fire to the Vancouver Pioneers' Association at the West End Cc Centre.

She took part at the Mt. Pleasant Community Centre in a forum on a community archives network.

Rogers Cable was hosted for a tour of the Archives and an interview which aired on local cable stations.

Wording for a plaque in memory of Major Matthews was prepared and the City Archivist took part in the ceremony at the new city park.

She also attended a reception at the Equinox Gallery in honour of the Canadian Cultural Export Review opening of the automated access site for the National Archives located at the University of B.C.

Carol Haber and Susan Bigelow gave lectures and guided tours on the panoramic photography exhibit of the Friends of Vancouver City Archives, Vancouver Historical Society, and Heritage Vancouver.

A segment of the television series, "The Highlander", was shot in the Archives.

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Chief users

Federal government

Canadian Museum of Civilization
Department of Indian Affairs
Industry Canada
Parks Canada
National Film Board
National Museum of Science & Technology
Senate of Canada
Veterans' Affairs

Provincial Government

Ministry of Small Business, Tourism & Culture
Social Services Ministry

City

Clerk's Office
Engineering Department
Fire Department
Human Resources Department
Law Department
Mayor's Office
Park Board
Planning Department
Police Department
Vancouver Public Library

Business agencies

Ad Astra/Showvision
Alpin & Martin Consultants
A. O. little Environmental Consulting
AshleyPryce & Rines Interior Designers
Bainsville Productions Inc.
Blue Plate Productions
Boelling Smith Design
BovarConcord Environmental Services
BC Glass Collectors Society
Bull, Housser & Tupper
Cannell Films
Charlwood Pacific Properties
Collier Macaulay Nicolls Realtors
Commonwealth Historic Resource Management
Community Arts Council
David Paperny Films Inc.
Dexter Properties
Dominion Blueprint & Repro. Ltd.
Douglas, Symen & Brissenden
EBA Engineering Consultants
E.I.I. Ecological Industries Ltd.
Eiron Communications
Gartner Lee Limited
Goulder Associates
Greenpeace
Gryphon Productions
Gunderson PR Ltd.
Howard Brigham Hill Architects
Ivanhoe Foundation
Keystone Environmental
Kitimat Village Council
Kitsilano Showboat Society
McCarthy Tetrault
Mescalero Co.
Neighbourhood Enterprises Working
North Arm of Burrard Inlet Citizens' Group
Plaza 500 Hotel
Praxia Design
Riche Productions
Riverview Hospital
SCG Environmental Management Systems
Seaforth Highlanders of Canada
Shapiro, Hawkinson & Knutron
Simon Reid Collins
Sousae & Associates Advertising Ltd.
Sparta Group
SRK Robinson
Surrey Memorial Hospital
SW Marine Ratepayers' Association
Texguard Forestry Products Ltd.
Thibault & Co. Appraisals Inc.
Tin Whistle Brewery
Triad Communications Ltd.
Vancouver Port Corporation
Whitecap Books Ltd.

Educational institutions

Brewery Creek Historical Society
BC Genealogical Society

Burnaby Art Gallery
Canadian Institute for Historical Microreproduction
Capilano College
Carlton University
Central City Mission
Cowichan Field Hockey Association
Delta Museum & Archives
Emily Carr Institute of Art & Design
Gavel Historical Society
Greater Vancouver Weavers' & Spinners' Guild
Heather Heritage Society
Kamloops Museum
Langley Centennial Museum
Maritime Museum of B.C.
Planning Institute of B.C.
Port Hardy Museum
Renfrew Heights Little League
Richmond Museum
Silvery Slocan Historical Association
Simon Fraser University
Steamships Historical Society
University of B.C.
University of B.C. Museum of Anthropology
University of Manitoba
University of Regina
Urban Native Research Centre
Vancouver Museum
Vancouver Playhouse
Vancouver School of Theology
Vancouver Symphony Society
Vancouver Women's Musical Club
Welsh Society of Vancouver
Women's Canadian Club

Theses in progress from:

Concordia University
Doshisha University, Japan
Rutgers University
Simon Fraser University
University of Aberdeen, Scotland
University of British Columbia
University of Calgary
University of Giessen, Germany
University of Northern B.C.
University of Stirling, Scotland
University of Toronto
University of Victoria
York University

Media

BCTV
CBC - radio and television
Courier
Ming Pao Daily News
Rogers Cablevision
Vancouver Sun

Published Research
Articles based on research conducted in the Archives have appeared in:
Historical News
Cross Current Divers
Golden Years Magazine
Harbour & Shipping
Vancouver Sun

Book subjects:

BC Fly Patterns History
Canadian Military in Vancouver
Coming to Gum San
Early Vancouver Nurses and Nursing
First Nations Photo History
HMCS Discovery: The History of the Naval Reserves of B.C.
Howe Sound to Whistler
IWA - Canada Lumberworker
Making Vancouver: Class Status & Social Boundaries, 1863-1913
Red Flags & Red Tape
Teaching Human Rights
The Canadian Family Album
The People: The First Nations
The Secret Lives of Sergeant John Wilson
The Story of Legal Education in B.C.
Waiting for the Light
Wine and Wineries of B.C.

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Records service section

Records centre and warehouse operation

One of the highlights of the Records Centre and warehouse operation in 1995 was the relocation of the I warehouse to another building in January, involving some 8,000 boxes and shelving equipment. Sixty-tw shelving were also added to the new warehouse in March, which gives an additional 3,000 cubic feet of future expansion.

With the exception of records transfers from departments, overall records activities remained fairly cor were up 48% due to various relocations of Law, Police, Health and Library offices, resulting in house cle records holdings. In March, the Vancouver Public Library joined other civic departments using the Recor service, transferring most of their inactive administrative files.

The Records Management Guideline on "Using the Records Centre" was revised in January.

Records management - general

$25,000 was approved in the Supplementary Budget for a new records management software to continu implementation of the Records Management Automation System. A network version of "Versatile" was in October, with data entries of records retention schedules started in December. The next phase, to be ir 1996, will be the conversion of all Records Centre transfer lists to electronic format and the application to boxes and shelving equipment.

Records consulting was provided to Health and Law Departments. A special tour and professional assista

to the City of Kelowna.

The comparative activities for the period from January to December for 1995 and 1994 are as follows:

	1995	1994	%
Net holdings (cu.ft.)	13,865	12,861	+8
Records transfers (cu.ft.)	2,314	1,568	+48
Records disposals (cu.ft.)	1,310	1,267	+3
Retrieval requests	3,704	3,830	-3

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Questions or Comments? Contact: archives@vancouver.ca

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